

**SUMMARY OF THE
FIELD ACTIVITIES COMMITTEE MEETING
OCTOBER 3, 2002**

The Field Activities Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met on October 3rd, 2002, from 1-2 p.m. Eastern Daylight Time (EDT). Chairperson Dr. Barton Simmons of the California State Department of Toxic Substance Control led the meeting. A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to discuss current business from the meeting agenda.*

AGENDA ITEMS

Standards Review Board

The Standards Review Board, a new NELAC group consisting mainly of NELAC Accrediting Authorities, will review Institute for National Environmental Laboratory Accreditation (INELA) proposed standards. To facilitate the transition of INELA assuming responsibility of standards development, NELAC membership will be limited to Federal and state government agencies and the standards development process will be consensus-based and the responsibility of INELA membership.

U.S. EPA Clean Air Markets Division

The U.S. Environmental Protection Agency's (EPA) Clean Air Markets Division is interested in NELAC accreditation and is already a member of the American Society for Testing and Materials (ASTM). In the interest of improving standards, they cannot just vote "no" on standards issues, they must explain why they do not want to approve a new standard.

There is a revised ASTM draft Grab Standard – work practice standard, which could serve as a basis for an INELA Standard on air emissions. Dr. Simmons will review ASTM Standards concerning source emissions and will research the possibility of adopting their existing standards for inclusion in INELA.

Small Companies

Issues regarding small companies were discussed. These included objections to paying application fees to every state they work in, requirements for training included in certification requirements for NELAC, and whether states are interested in adding air emissions to the National Environmental Laboratory Accreditation Program (NELAP).

Nomination of New Members

The nomination of a new committee member, Ms. Francesca Wilde of the U.S. Geological Survey (USGS) in Reston, VA was approved and three contributing members were also nominated – Mr. Glenn McGraw, Ms. Jan Wilson, and Mr. Don Thomas. All committee members present approved the nominees for contributing membership to the Field Activities Committee.

Proposed Changes

There was discussion concerning the proposed changes to the NELAC Standards Chapter 7 from the Eighth NELAC Annual Meeting (NELAC 8) in Tampa, FL,. Most of the discussion centered around those changes which concern Chapter 5 and International Organization for Standardization (ISO) 17025 references. Specific proposed changes were not discussed.

ITRC

Dr. Simmons initiated a discussion on the barriers which exist in field technology and the certification of those who perform those measurements. There was a reference to an industry representation body, the Interstate Technology Regulatory Cooperation (ITRC). Dr. Simmons will contact this group to possibly provide a contact person to attend the next scheduled committee teleconference for input from their organization on field testing issues.

ADJOURNMENT

The next scheduled committee meeting by teleconference will be November 7th, 1-2 p.m. EST. Dr. Simmons thanked those in attendance and with no further new business introduced, he adjourned the meeting.

**ACTION ITEMS
FIELD ACTIVITIES COMMITTEE MEETING
OCTOBER 3, 2002**

Item No.	Action	Date to be Completed
1.	Update draft certification requirements on air emissions standards document	Ongoing
2.	Dr. Simmons will notify both the INELA and NELAC Field Activity Committees that new members have been approved	11/7/02
3.	Dr. Simmons will review ASTM Standards concerning source emissions and will research the possibility of adopting their existing standards for inclusion in INELA	11/7/02

**PARTICIPANTS
FIELD ACTIVITIES COMMITTEE MEETING
OCTOBER 3, 2002**

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